



Developmental Disabilities Nurses of New Hampshire

www.dhhs.nh.gov/dcbcs/bds/nurses

DDNNH@dhhs.state.nh.us

President: Leslie Erdoben-Evans

Vice President: Ellen McPhetres

DDNA Liaison: Wayne Ward

Treasurer: Dianne Crone

Secretary: Jen Boisvert

BDS: Cheryl Bergeron, RN, BS – Nurse Coordinator-Administrator II

Agenda

January 20, 2015

9:30 Sharp ☺

1. **Call to order**
 - a. Please turn all cell phones off or on vibrate
 - b. Greetings and Introductions
 2. **Review** and approval of Minutes
 3. **Treasurer's Report:**
 4. **DDNA Liaison Report:** (due September, December, March, June)
 5. **Peter Bacon's next planned visit:** March
-

Ground Rules:

Recognize who is the facilitator
One person speaking at a time
Follow the agenda
Be mindful of limited time – LISTEN AND STAY ON TOPIC
Remember – this is idea gathering time
Be kind to each other
No anonymity
No side bar conversations

6. **Unfinished Business:**
 - a. FAQ update
 - b. eStudio access for Kiki into DDNNH folder
7. **New Business** (including Nursing Practice Issues):
 - a. Stable client – how does a NT define psychiatric stability and community oversight concerns (pending from November 2014 meeting)

10:30 – 11:15 Denise Sleeper – HRST discussion

11:30 End meeting on time.

E-studio – FYI only

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Resources and Educational Opportunities

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- Saint Anselm College, Manchester, NH: Brochures will be posted on www.anselm.edu/cne
- The Bureau of Developmental Services is offering an incentive for all nurses working in the developmental service system to join the national Developmental Disabilities Nurses Association. The Bureau is partnering with the Area Agencies by offering fifty percent reimbursement to the Area Agencies towards the \$80 required for DDNA membership for any nurse working for an area agency or for a subcontracted agency. **HOW IT WORKS:** Nurses will need to contact their respective Area Agencies or subcontracted agencies for support to join the DDNA, and will need to go to the DDNA website directly to register themselves. Subcontracted agencies should then contact their respective Area Agencies, who will enter the payment through BTS and contact their respective Bureau Liaison for approval via email, with a copy of the nurses names emailed to: MDiTomaso@dhhs.state.nh.us
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Agenda

February 17, 2015

9:30 Sharp ☺

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6. **Unfinished Business:**

- HRST conference call – scheduling, method, purpose (Cheryl)
- Invitation to prepare and submit questions in advance to Peter for next month's meeting

7. **New Business** (including Nursing Practice Issues):

Submitted member questions:

- 525 services – any experience with using NUR 404s (Martha)
- How long is a PRN from an ER visit good for if they do not put on a time limit? IE: cough syrup, motrin (Denise)

(Note new Falls Prevention Series info added on back of agenda)

11:30 End meeting on time.

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March 3, May 5, September 1, November 3 9:15 am start time. Free!

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6. **Unfinished Business:**
 - a. HRST teleconference outcome (held March 11) – Cheryl, others who participated
7. **New Business** (including Nursing Practice Issues):
 - a. proposed changes in state level profession regulation boards - Penny

10:00am Peter Bacon – ongoing collaboration

Parking Lot items to be addressed (identified at 1/2015 meeting):

- Line by line comparison of HSI and monthly data tracker to determine redundancy
 - HRST – as nurses assessing the process/system – offer considerations of if THIS, then THAT would be an improved benefit of using HRST
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11:30 End meeting on time.

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Agenda April 21, 2015

9:30 Sharp ☺

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 - b. Greetings and Introductions
 2. **Review** and approval of Minutes
 3. **Treasurer's Report:**
 4. **DDNA Liaison Report:** (due September, December, March, June)
 5. **Peter Bacon's next planned visit:** May (10am arrival)
-

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6. **Unfinished Business:**
 - a. HRST discussion continued
- Friday, April 24 10:30 – 12 go to webinar invite/discussion– Cheryl Bergeron
7. **New Business** (including Nursing Practice Issues):
 - a. Nominations for DDNNH officer positions: DDNA Liaison, Treasurer
 - b. IM Glucagon – Cheryl Bergeron
 - c. Doc-u-Dose and Blister pack medication packaging – Cheryl Bergeron
 - d. Upcoming audit of He-M 1201.10 requirements (1 CEU per biennium)– Cheryl Bergeron

Parking Lot items to be addressed (identified at 1/2015 meeting):

- Line by line comparison of HSI and monthly data tracker to determine redundancy (subgroup work begun after March 2015 DDNNH meeting)
 - HRST – as nurses assessing the process/system – offer considerations of if THIS, then THAT would be an improved benefit of using HRST
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11:30 End meeting on time.

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HRST newsletter sign up – If you are a NH RN and not already receiving the newsletter – send a requesting email to: gina@hrstonline.com

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May 5, September 1, November 3 9:15 am start time. Free!

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Agenda

May 19, 2015

9:30 Sharp ☺

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 4. **DDNA Liaison Report:** (due September, December, March, June)
 5. **Peter Bacon's next planned visit: TODAY! ☺**
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6. **Unfinished Business:**
 - a. IM Glucagon – continued discussion
 - b. Northeast Pharmacy Doc-U-Dose – product review with questions about using with 1201
7. **New Business** (including Nursing Practice Issues):
 - a. Vote for DDNA Liaison and Treasurer
 - b. 805 or 814 (licensed home with 4 or more) and 1201

10:00am Peter Bacon – ongoing collaboration

Parking Lot items to be addressed (identified at 1/2015 meeting):

- Line by line comparison of HSI and monthly data tracker to determine redundancy (subgroup working on this)
 - HRST – as nurses assessing the process/system – offer considerations of if THIS, then THAT would be an improved benefit of using HRST
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11:30 End meeting on time.

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Agenda

June 16, 2015

9:30 Sharp ☺

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6. **DDNA conference report:** Jen
7. **New Business** (including Nursing Practice Issues):
 - a. DDNNH meeting location change after June meeting – South Function Room not available.
 - b. Diastat usage in day program – current, how managed? Jill S
 - c. Controlled drug supply (ex. Ativan, Xanax) management practices in day program. CPS staff are provided supply from home provider – who is responsible for supply and counting on non CPS days? Ex. Do you think that the home provider should have to be responsible for counting the day program supply when the bag is in their home (ex. on weekends, holidays or sick days)? Recent program change highlighted a difference in practice. Jill S
 - d. DD Council 5 year plan questions - Kenda

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September 15, 2015 *NOTE LOCATION CHANGE*****

(Meeting at Community Bridges in Concord in the Wolfenberg Conference Room. CB is located at 70 Pembroke Road.)

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6. **Old Business:**
 - a. DDNNH meeting space discussion – reminder - Oct/Nov are booked in Brown Auditorium (only bottled water can be brought in there) as a back up
7. **New Business** (including Nursing Practice Issues):
 - a. FAQ subcommittee work from July 2015

10am Peter's ongoing collaboration with DDNNH regarding certification challenges

11:15am HRST update – Cheryl

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November 3 9:15 am start time. Free!

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- New Hampshire Technical Institute (NHTI) Nursing continuing educational opportunities can be found at: www.nhti.edu/businesstraining/nursing/schedule.html
- Saint Anselm College, Manchester, NH: Brochures will be posted on www.anselm.edu/cne
- The Bureau of Developmental Services is offering an incentive for all nurses working in the developmental service system to join the national Developmental Disabilities Nurses Association. The Bureau is partnering with the Area Agencies by offering fifty percent reimbursement to the Area Agencies towards the \$80 required for DDNA membership for any nurse working for an area agency or for a subcontracted agency. **HOW IT WORKS:** Nurses will need to contact their respective Area Agencies or subcontracted agencies for support to join the DDNA, and will need to go to the DDNA website directly to register themselves. Subcontracted agencies should then contact their respective Area Agencies, who will enter the payment through BTS and contact their respective Bureau Liaison for approval via email, with a copy of the nurses names emailed to: MDiTomaso@dhhs.state.nh.us

- If interested in joining the DDNNH, please complete the membership forms (available online) and return to Dianne Crone PO Box 349, Freedom, NH 03836 email: dcrone@northernhs.org